P.C. 8

PRESIDENT'S COMMISSION
ON THE
ASSASSINATION OF PRESIDENT KENNEDY
200 Maryland Ave. NE.
WASHINGTON, D.C. 20002

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J. LEE RANKIN, General Counsel

January 22, 1964

MEMORANDUM TO THE STAFF

FROM: Mr. J. Lee Rankin, General Counsel

SUBJECT: Compensation

After discussion with Mr. Chief Justice Warren, I would like to confirm the arrangements made for compensation for members of the staff.

1. Compensation will be at the rate of $100 a day for senior members of the staff and $75 per day for junior members of the staff. Payment in this amount is authorized for each full day of work, including Saturdays and Sundays, and proportionally for less than a full day.

2. In addition, you are authorized to be compensated for actual expenses incurred, such as hotel and apartment accommodations, meals, taxis, etc. I assume that each of you will use your best judgment to keep these expenses as low as possible.

3. Compensation is also available for occasional weekend trips to your place of residence. I would like each member of the staff to consult with me regarding his plans in this regard.

4. If you have any questions regarding these arrangements or wish to be informed in further detail regarding the mechanics of receiving compensation please consult Mrs. Eide or Mrs. Heckman of my office.